Michigan Deptartment of Treasury 496 (2-04)  Auditing Proce	edures Repo	ort		
Issued under P.A. 2 of 1968, as ame	nded.			
Local Government Type City Township	✓Village	VILLAGE (	ent Name OF ESTRAL BEACH	County MONROE
Audit Date 6/30/05	Opinion Date 11/4/05		Date Accountant Report Submitted to State: 11/21/05	
accordance with the Stater	nents of the Govern	mental Accou	government and rendered an opinion on fina inting Standards Board (GASB) and the $U$ in the Michigan Department of	Iniform Reporting Format f
We affirm that:				
We have complied with	the Bulletin for the Au	dits of Local U	Inits of Government in Michigan as revised.	

2.	We a	re certified	pul	blic accountants registered to practice in Michigan.
		er affirm the s and reco		lowing. "Yes" responses have been disclosed in the financial statements, including the notes, or in the report of endations
Υοι	ı must	check the	арр	licable box for each item below.
	Yes	✓ No	1.	Certain component units/funds/agencies of the local unit are excluded from the financial statements.
	Yes	✓ No	2.	There are accumulated deficits in one or more of this unit's unreserved fund balances/retained earnings (P.A. 275 of 1980).
	Yes	✓ No	3.	There are instances of non-compliance with the Uniform Accounting and Budgeting Act (P.A. 2 of 1968, as amended).
	Yes	✓ No	4.	The local unit has violated the conditions of either an order issued under the Municipal Finance Act or its requirements, or an order issued under the Emergency Municipal Loan Act.
	Yes	<b>√</b> No	5.	The local unit holds deposits/investments which do not comply with statutory requirements. (P.A. 20 of 1943, as amended [MCL 129.91], or P.A. 55 of 1982, as amended [MCL 38.1132]).
	Yes	✓ No	6.	The local unit has been delinquent in distributing tax revenues that were collected for another taxing unit.
	Yes	✓ No	7.	The local unit has violated the Constitutional requirement (Article 9, Section 24) to fund current year earned pension benefits (normal costs) in the current year. If the plan is more than 100% funded and the overfunding credits are more than the normal cost requirement, no contributions are due (paid during the year).
	Yes	✓ No	8.	The local unit uses credit cards and has not adopted an applicable policy as required by P.A. 266 of 1995 (MCL 129.241).
	Yes	✓ No	9.	The local unit has not adopted an investment policy as required by P.A. 196 of 1997 (MCL 129.95).

We have enclosed the following:	Enclosed	To Be Forwarded	Not Required
The letter of comments and recommendations.	✓		
Reports on individual federal financial assistance programs (program audits).			✓
Single Audit Reports (ASLGU).			✓

			V
Certified Public Accountant (Firm Name)			
COOLEY HEHL WOHLGAMUTH & CARLTON, CPAS, PLLC			
Street Address	City	State	ZIP
ONE SOUTH MONROE STREET	MONROE	MI	48161
Accountant Signature Alberth Hell Well muth	Cuthon	Date // /	105
		1	

Monroe County, Michigan

## ANNUAL FINANCIAL REPORT

June 30, 2005

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Independent Auditor's Report

President and Village Council Village of Estral Beach Monroe County, Michigan

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Village of Estral Beach, Monroe County, Michigan as of and for the year ended June 30, 2005, which collectively comprise the Village's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the Village of Estral Beach, Monroe County, Michigan management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Village of Estral Beach, Monroe County, Michigan as of June 30, 2005, and the respective changes in financial position for the year then ended in conformity with accounting principles generally accepted in the United States of America.

The management's discussion and analysis and budgetary comparison information on pages 3 through 9 and 28 through 31, are not a required part of the basic financial statements but are supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquires of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

President and Village Council Village of Estral Beach

Cosley Hehl Wahlganth + Carter.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Village of Estral Beach, Monroe County, Michigan basic financial statements. The other supplemental information is presented for purposes of additional analysis and is not a required part of the basic financial statements. Other supplemental information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

November 4, 2005

Management's Discussion and Analysis Year Ended June 30, 2005

This section of the Village of Estral Beach's annual financial report presents our discussion and analysis of the Village's financial performance during the fiscal year ended June 30, 2005. Please read it in conjunction with the Village's financial statements, which immediately follow this section. This summary should not be taken as a replacement for the audit which consists of the financial statements and other supplemental information that presents all the Village's revenues and expenditures by program for the General Fund, Special Revenue Funds, and Capital Projects Funds.

The Governmental Accounting Standards Council (GASB) adopted this reporting model in *Statement No. 34 Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments*, issued June, 2000. Certain comparative information between the current year and the prior year is required to be presented in the MD&A.

#### **Using this Annual Report**

This annual report consists of a series of financial statements and notes to those statements. These statements are organized so the reader can understand the Village of Estral Beach financially as a whole. The *Government-Wide Financial Statements*, which include the Statement of Net Assets and the Statement of Activities, provide information about the activities of the Village as a whole and presents both a short-term and a long-term view of those finances. The *Fund Financial Statements* provide the next level of detail. For governmental activities, these statements explain how services were financed in the short-term as well as what remains for future spending. The *Fund Financial Statements* report the Village's operations in more detail than the *Government-Wide Financial Statements* by providing information about the Village's individual funds - the General Fund, the Major Street Fund, the Local Street Fund, the 1952 Dike Fund, and the Fire Millage Fund. The remaining statement, the Statement of Fiduciary Net Assets, presents financial information about activities for which the Village acts solely as an agent for the benefit of the public. The following summary illustrates how the various parts of this annual report are arranged:

Management's Discussion and Analysis (MD&A) (Required Supplemental Information)

#### **Basic Financial Statements**

Government-Wide Financial Statements Fund Financial Statements

Notes to the Basic Financial Statements

Budgetary Information for Major Funds (Required Supplemental Information)

Other Supplemental Information

Management's Discussion and Analysis Year Ended June 30, 2005

#### **Government-Wide Financial Statements**

The Statement of Net Assets and the Statement of Activities (pages 10-11), which appear first in the Village's financial statements, report information on the Village as a whole and its activities. These statements include all assets and liabilities, using the accrual basis of accounting, which is similar to the accounting used by most private-sector companies. This basis of accounting takes into account all of the current year's revenues and expenses regardless of when cash is received or paid.

These two statements report the Village's net assets and changes in them. The change in net assets provides the reader a tool to assist in determining whether the Village's financial health is improving or deteriorating. The relationship between revenues and expenses indicates the Village's operating results. However, the Village's goal is to provide services to our residents, not to generate profits as commercial entities do. One must consider many other non-financial factors, such as the quality of the services provided and the safety of the public to assess the overall health of the Village.

The Statement of Net Assets and Statement of Activities report the governmental activities for the Village, which encompass all of the Village's services, including general government services, public safety, public works, and recreation. Property taxes, state grants, and licenses and permits finance most of these activities.

#### **Fund Financial Statements**

The Village's Fund Financial Statements (pages 12-18) provide detailed information about the individual funds - not the Village as a whole. Some funds are required to be established by State law and by bond covenants. However, the Village establishes other funds to control and manage money for particular purposes or to show that it is properly using revenues. The Village's two types of funds, governmental and fiduciary, use different accounting approaches as described below:

Governmental funds - All of the Village's services are reported in governmental funds. Governmental fund reporting focuses on showing how money flows into and out of funds and the balances left at year-end that are available for spending. They are reported using the modified accrual accounting method, which measures cash and all other financial assets that can readily be converted to cash. The governmental fund statements provide a detailed short-term view of the operations of the Village and the services it provides. Governmental fund information helps you determine whether there are more or fewer financial resources that can be spent in the near future to finance the Village's programs. We describe the relationship (or differences) between governmental activities (reported in the Statement of Net Assets and the Statement of Activities) and governmental funds in a reconciliation format in the financial section on pages 14 and 17.

**Fiduciary funds** - An Agency Fund is used to account for assets held by the Village as an agent for the collection and disbursement of property taxes.

Management's Discussion and Analysis Year Ended June 30, 2005

#### Government-Wide Financial Analysis

Recall that the Statement of Net Assets provides the perspective of the Village as a whole. Table 1 provides a summary of the Village's net assets as of June 30, 2005 and 2004:

Table 1:

#### **Comparative Statement of Net Assets**

	Governmen	tal Activities
	2005	2004
	4	****
Current and other assets	\$ 359,531	\$329,541
Capital assets	<u>231,296</u>	<u>223,962</u>
Total Assets	590,827	553,503
Current and other liabilities	4,133	17,813
Long-term liabilities	13,772	18,934
Total Liabilities	<u>17,905</u>	36,747
Net Assets:		
Invested in capital assets, net of related debt	217,524	205,028
Restricted for:		
Public access	869	-
Streets and highways	288,079	242,790
Flood control	23,868	20,159
Fire protection	17,282	9,102
Unrestricted	25,300	39,677
Total Net Assets	\$ <u>572,922</u>	\$ <u>516,756</u>

As depicted in Table 1, the Village's net assets were \$572,922 at June 30, 2005. Of this amount, a positive \$25,300 was unrestricted. This amount represents the *accumulated* results of all past years' operations. The unrestricted net asset balance is used for working capital and cash flow needs as well as to provide for future uncertainties. It means that if we had to pay off all of our bills *today*, including all of our noncapital liabilities we could with our current resources. The operating results of the General Fund will have a significant impact on the change in unrestricted net assets from year to year.

Management's Discussion and Analysis Year Ended June 30, 2005

#### Government-Wide Financial Analysis - Concluded

The results of this year's operations for the Village as a whole are reported in the Statement of Activities (Table 2), which shows the changes in net assets for the fiscal year ended June 30, 2005 and 2004:

Table 2:

Comparative Changes in Net Assets

	Governmental Activities	
	2005	2004
Revenues		
Program revenues:		
Charges for services	\$ 2,511	\$ 8,527
State and local grants	85,849	52,283
	88,360	60,810
General revenues:		
Property taxes	103,130	76,624
State grants	38,054	41,505
Other general revenues and transfers, net	10,997	16,192
	<u>152,181</u>	<u>134,321</u>
Total Revenues	240,541	195,131
Functions/Program Expenses		
Legislative	1,262	588
General government	30,023	27,975
Public safety	42,372	38,890
Public works	76,894	69,041
Culture and recreation	100	273
Other	33,724	<u>26,355</u>
Total Expenses	<u>184,375</u>	163,122
Increase (Decrease) in Net Assets	\$ <u>56,166</u>	\$ <u>32,009</u>

As indicated in Table 2, the cost of *all governmental* activities this year was \$184,375. Of this amount, \$88,360 was subsidized with revenue generated from charges for services, rentals and grants with the remaining costs financed with general revenues.

The Village experienced an increase in net assets of \$56,166. Key reasons for this increase are the lack of spending in the street funds. The increase in net assets differs from the change in fund balance. A reconciliation of the change in fund balances to the change in net assets appears on page 14.

Management's Discussion and Analysis Year Ended June 30, 2005

#### **Fund Financial Analysis**

As noted earlier, the Village uses funds to help control and manage money for particular purposes. Looking at funds helps the reader consider whether the Village of Estral Beach is being held accountable for the resources taxpayers and others provide to it and may give more insight into the Village's overall financial health.

As the Village completed this year, the governmental funds reported a combined fund balance of \$355,398, which is an increase of \$43,670 from last year. The changes by funds are as follows:

	General Fund	Major Street Fund	Local Street Fund	1952 Dike Fund	Fire Millage Funds	Total
Fund balances - Beginning of year	\$ 39,677	\$167,012	\$75,778	\$20,159	\$ 9,102	\$311,728
Increase (decrease)	(13,508)	25,602	19,687	3,709	8,180	43,670
Fund balances - End of year	\$26,169	\$192,614	\$95,465	\$23,868	\$17,282	\$355,398

The Village's General Fund balance increase is due to many factors. The tables that follow assist in illustrating the financial activities of the General Fund.

Revenues	June 30, 2005	June 30, 2004	Percent Change
Property taxes	\$ 80,072	\$ 76,624	4.5 %
Licenses and permits	1,046	7,642	(86.3)%
State grants	38,054	41,505	(8.3)%
Local grants	31,628	-	N/A
Charges for services	1,465	885	65.5 %
Interest	527	544	(3.1)%
Other	8,015	14,033	(42.9)%
	\$160,807	\$141,233	13.9 %

Management's Discussion and Analysis Year Ended June 30, 2005

#### Fund Financial Analysis - Concluded

Expenditures	June 30, 2005	<b>June 30, 2004</b>	Percent Change
1			
Legislative	\$ 1,262	\$ 588	114.6 %
General government	29,994	27,946	7.3 %
Public safety	43,611	28,963	50.6 %
Public works	61,624	54,315	13.5%
Culture and recreation	100	273	(63.4)%
Other	33,724	26,355	28.0%
Operating transfers out	4,000	4,000	0 %
	\$174,315	\$142,440	22.4 %

#### **General Fund Budgetary Highlights**

The Uniform Budget Act of the State of Michigan requires the Village Council to adopt the original budget for the upcoming fiscal year prior to July 1, the start of the fiscal year. Over the course of the year, the Village may revise its budget as it attempts to deal with the unexpected changes in revenues and expenditures. State law requires that the budget be amended to ensure that expenditures do not exceed appropriations. A schedule illustrating the Village's original and final budget amounts compared with amounts actually paid and received is provided in the required supplemental information of these financial statements.

Revenues – Original budgeted revenues of \$127,519 were amended to \$146,118 to reflect increases in property taxes and other revenue and a reduction in licenses and permits. Actual revenues of \$160,807, included an audit adjustment of \$31,628 recording grant revenue from Monroe County for donated fire equipment.

Expenditures – Original budgeted expenditures of \$159,450 were amended to \$156,400 to reflect increases in general government, building department, flood control, rubbish collection, and insurance expenditures. The budgeted expenditures were reduced for the fire department and department of public works. Actual expenditures were \$174,315, which included \$31,628 for fire equipment purchased through the Monroe County grant. Without this audit adjustment, expenditures would have been \$13,713 under budget for the year.

Management's Discussion and Analysis Year Ended June 30, 2005

#### **Capital Asset and Debt Administration**

#### **Capital Assets**

At June 30, 2005, the Village had \$404,919 invested in a broad range of capital assets, including land, roads, building and building improvements, machinery and equipment, and vehicles. This amount represents a net decrease (including additions and disposals) of \$31,628 from last year. This year's additions included fire equipment donated to the Village via a Monroe County grant. Depreciation for this year totaled \$24,294. Detailed information regarding capital assets is included in Note 8 to the financial statements.

#### **Debt Administration**

At June 30, 2005, the Village owed \$13,772 on a note payable. The Village originally borrowed \$28,500 to purchase a tractor on September 4, 2002. This note matures on September 4, 2007. Detailed information regarding debt is included in Note 5 to the financial statements.

#### Development of the 2005-06 Fiscal Year Budget

Our elected officials consider many factors when setting the Village's 2005-06 fiscal year budget. Based primarily on the last fiscal year's spending patterns, thought is also given to important factors affecting the budget, like decreased revenue sharing from the State since it accounts for 27 percent of our revenues. The original General Fund budget for 2005-06 estimates revenues of \$132,762 and expenditures of \$164,700, which results in using \$31,938 of its carryover fund balance. Since the carryover budget is only \$26,169, the Village will have to amend the 2005-06 budget.

#### Contacting the Village of Estral Beach's Business Office

This financial report is designed to provide the Village's citizens, taxpayers, customers, investors and creditors with a general overview of the Village's finances and to demonstrate their accountability for the money it receives. If you have questions about this report or need additional information, contact the Village of Estral Beach Clerk, P.O. Box 107, Newport, MI 48166.

## Statement of Net Assets June 30, 2005

	Governmental Activities
Assets	
Cash and cash equivalents	\$342,121
Certificates of deposit	5,000
Due from other governmental units	12,410
Depreciable capital assets, net	231,296
Total Assets	590,827
Liabilities	
Accounts payable	4,133
Long-term liabilities:	
Due within one year	5,935
Due in more than one year	7,837
Total Liabilities	17,905
Net Assets	
Invested in capital assets, net of related debt	217,524
Restricted for:	
Public access	869
Streets and highways	288,079
Flood control	23,868
Fire protection	17,282
Unrestricted	25,300
Total Net Assets	\$572,922

Statement of Activities Year Ended June 30, 2005

					Net (Expense)
					Revenue and
			D D		Changes in
			Program Revenu		Net Assets
		CI.	Operating	Capital	C 1
	Б	Charges	Grants and	Grants and	Governmental
E	Expenses	for Services	Contributions	Contributions	Activities
Functions/Programs Governmental Activities:					
Legislative	\$1,262	\$0	\$0	\$0	(\$1,262)
e	30,023	1,465	0	0	
General government Public safety	42,372	1,465	2,620	31,628	(28,558) (7,078)
Public works	76,894	1,040	•	·	(25,293)
Recreation and culture	100	0	51,601 0	$0 \\ 0$	(23,293) $(100)$
Other	33,724	0	0	0	(33,724)
Other	33,724			<u> </u>	(33,724)
Total Governmental Activities	<u>\$184,375</u>	\$2,511	\$54,221	\$31,628	(96,015)
	General Revo	enues:			
	Property t	axes			103,130
	State gran	its			38,054
	Interest in	come			2,982
	Other				8,015
		Total Genera	l Revenues		152,181
	Change in N	let Assets			56,166
Net Assets - Beginning of year					516,756
	Net Asse	ets - End of yea	r		\$572,922

Governmental Funds Balance Sheet June 30, 2005

		Special Revenue Funds		
	_	Major	Local	
	General	Street	Street	
Assets				
Cash and cash equivalents	\$16,237	\$193,465	\$96,329	
Certificates of deposit	0	0	0	
Due from other funds	1,902	0	0	
Due from other governmental units	12,410	0	0	
Total Assets	\$30,549	\$193,465	\$96,329	
<b>Liabilities and Fund Balances</b>				
Liabilities				
Accounts payable	\$4,133	\$0	\$0	
Due to other funds	247	851	864	
Total Liabilities	4,380	851	864	
Fund Balances				
Reserved for public access	869	0	0	
Unreserved:				
Undesignated, reported in:				
General Fund	25,300	0	0	
Special Revenue Funds	0	192,614	95,465	
Capital Projects Funds		0	0	
Total Fund Balances	26,169	192,614	95,465	
Total Liabilities and Fund Balances	\$30,549	\$193,465	\$96,329	

Capital Proje	cts Funds	
1952	Fire	
Dike	Millage	Totals
\$19,055	\$17,035	\$342,121
5,000	0	5,000
0	247	2,149
0	0	12,410
\$24,055	\$17,282	\$361,680
\$0	\$0	\$4,133
187_	0	2,149
187	0	6,282
0	0	869
0	0	25,300
0	0	288,079
23,868	17,282	41,150
23,868	17,282	355,398
\$24,055	\$17,282	\$361,680

Reconciliation of the Balance Sheet of Governmental Funds to the Statement of Net Assets June 30, 2005

<b>Total Fund Balances - Governmental Funds</b>		\$355,398
Amounts reported for governmental activities in the statement of net assets are		
different because:		
Capital assets used in governmental activities are not		
financial resources and are not reported in the funds.		
Cost of the capital assets	\$404,919	
Accumulated depreciation	(173,623)	
		231,296
Long-term liabilities are not due and payable in the current		
period and therefore are not reported in the funds:		
Note payable		(13,772)
<b>Total Net Assets - Governmental Activities</b>		\$572,922

## Governmental Funds Statement of Revenues, Expenditures, and Changes in Fund Balances Year Ended June 30, 2005

		Special Revenue Funds		
	_	Major	Local	
	General	Street	Street	
Revenues				
Property taxes	\$80,072	\$0	\$0	
Licenses and permits	1,046	0	0	
State grants	38,054	38,375	13,226	
Local grants	31,628	0	0	
Charges for services	1,465	0	0	
Interest income	527	1,593	611	
Other revenue	8,015	0	0	
Total Revenues	160,807	39,968	13,837	
Expenditures				
Legislative	1,262	0	0	
General government	29,994	0	0	
Public safety	43,611	0	0	
Public works	61,624	5,366	3,150	
Recreation and culture	100	0	0	
Other	33,724		0	
Total Expenditures	170,315	5,366	3,150	
Excess (Deficiency) of Revenue				
Over Expenditures	(9,508)	34,602	10,687	
Other Financing Sources (Uses)				
Operating transfers in	0	0	9,000	
Operating transfers out	(4,000)	(9,000)	0	
Total Other Financing Sources (Uses)	(4,000)	(9,000)	9,000	
Net Change in Fund Balances	(13,508)	25,602	19,687	
Fund Balances - Beginning of year	39,677	167,012	75,778	
Fund Balances - End of year	\$26,169	\$192,614	\$95,465	

See accompanying notes to the basic financial statements.

Capital Projects Funds		Total
1952	Fire	Governmental
Dike	Millage	Funds
\$0	\$23,058	\$103,130
0	0	1,046
0	2,620	92,275
0	0	31,628
0	0	1,465
64	187	2,982
0	0	8,015
64	25,865	240,541
0	0	1,262
0	0	29,994
355	17,685	61,651
0	0	70,140
0	0	100
0	0	33,724
355	17,685	196,871
(291)	8,180	43,670
4,000	0	13,000
0	0	(13,000)
4,000	0	0
3,709	8,180	43,670
20,159	9,102	311,728
\$23,868	\$17,282	\$355,398

Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balances of Governmental Funds to the Statement of Activities Year Ended June 30, 2005

<b>Net Change in Fund Balances - Total Governmental Funds</b>	\$43,670
Amounts reported for governmental activities in the statement of	
activities are different because:	
Governmental funds report capital outlays as expenditures;	
in the statement of activities, these costs are allocated over their	
estimated useful lives as depreciation expense.	
Depreciation expense (\$2	24,294)
Capital outlay 3	31,628
	7,334
Repayments of note principal is an expenditure in the governmental funds,	
but not in the statement of activities (where it reduces long-term debt).	5,162
Change in Net Assets of Governmental Activities	\$56,166

Agency Fund Statement of Fiduciary Net Assets June 30, 2005

Aggeta	Tax Collection Agency Fund
Assets Cash	\$8,907
Casii	
Liabilities and net assets	
Due to other governmental units	\$8,907

Notes to Financial Statements Year Ended June 30, 2005

#### Note 1 Description of the Village and Reporting Entity

The Village operates under a locally elected five member Council form of government.

#### Reporting Entity

A reporting entity is comprised of the primary government, component units, and other organizations that are included to insure that the financial statements are not misleading. The primary government of the Village consists of all funds, departments, boards, and agencies that are not legally separate from the Village. For the Village, this includes general operations, library, fire, debt, street maintenance and construction, dike repairs, and fire protection.

Component units are legally separate organizations for which the Village is financially accountable. Component units may also include organizations that are fiscally dependent on the Village in that the Village approves their budget, the issuance of their debt, or the levying of taxes. The Village has no component units.

#### Note 2 Summary of Significant Accounting Policies

The financial statements of the Village of Estral Beach have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles.

#### **Basis of Presentation**

#### A. Government-Wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net assets and the statement of activities) report information on all of the nonfiduciary activities of the primary government. As a general rule, the effect of interfund activity has been eliminated from the government-wide statements. All of the Village's government-wide activities are considered to be governmental activities. The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function. Amounts reported as program revenue include (1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided; (2) operating grants and contributions; and (3) capital grants and contributions. General revenue includes taxes, intergovernmental payments, and other items not properly included among program revenues.

Major governmental funds are reported as separate columns in the fund financial statements.

#### B. Measurement Focus, Basis of Accounting, and Financial Statement Presentation

Government-Wide Statements - The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenue is recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenue in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Notes to Financial Statements Year Ended June 30, 2005

## Note 2 Summary of Significant Accounting Policies (Continued) Basis of Presentation (Continued)

B. Measurement Focus, Basis of Accounting, and Financial Statement Presentation (Concluded)

<u>Fund Financial Statements</u> - Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenue is recognized as soon as it is both measurable and available. Revenue is considered to be available if it is collected within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to claims and judgments, are recorded only when payment is due.

Property taxes, intergovernmental grants, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenue of the current fiscal period. All other revenue items are considered to be available only when cash is received by the Village.

Agency fund statements also are reported using the economic resources measurement focus and the cash basis of accounting.

The Village reports the following major governmental funds:

The General Fund is the Village's primary operating fund. The General Fund accounts for all financial resources of the Village, except those required to be accounted for in another fund.

The Major Street Fund accounts for gas and weight tax monies from the State of Michigan and expenditures for construction and maintenance of all major streets.

The Local Street Fund accounts for gas and weight tax monies from the State of Michigan and expenditures for construction and maintenance of all local streets.

The 1952 Dike Fund accounts for revenues accumulated to be used for maintaining the dike system.

The Fire Millage Fund accounts for proceeds from a tax millage for the purpose of operating and upgrading fire and rescue service and equipment.

When both restricted and unrestricted resources are available for use, it is the government's policy to use restricted resources first, then unrestricted resources as they are needed.

The Village does not have any nonmajor governmental funds.

#### C. Assets, Liabilities, and Net Assets or Equity

<u>Deposits and Investments</u> - Cash and cash equivalents include cash on hand, demand deposits, and short-term investments with a maturity of three months or less when acquired. Investments are stated at fair value.

Notes to Financial Statements Year Ended June 30, 2005

## Note 2 Summary of Significant Accounting Policies (Continued) Basis of Presentation (Continued)

#### C. Assets, Liabilities, and Net Assets or Equity (Continued)

<u>Interfund Balances</u> - On fund financial statements, receivables and payables resulting from short-term interfund loans are classified as "due to/from other funds." These amounts are eliminated in the governmental activities column of the statement of net assets.

<u>Capital Assets</u> - General capital assets are those assets related to the general activities and expenditures reported in the governmental funds. These assets are reported in the governmental activities column of the government-wide statement of net assets but are not reported on the fund financial statements.

All capital assets are capitalized at cost (or estimated historical cost) and updated for additions and reductions during the year. Donated fixed assets are recorded at their fair market values as of the date received. The Village maintains a capitalization threshold of one thousand dollars. The Village does not possess any infrastructure. Improvements are capitalized; the costs of normal maintenance and repairs that do not add to the value of the asset or materially extend an asset's life are not capitalized.

All reported capital assets, other than land, are depreciated. Depreciation is computed using the straight-line method over the following useful lives:

Description	Estimated Lives
Roads	20 years
Buildings and buildings improvements	50 years
Machinery and equipment	10 years
Vehicles	8 years

<u>Accrued Liabilities and Long-Term Obligations</u> - All payables, accrued liabilities and long-term obligations are reported in the government-wide financial statements.

In general, governmental fund payables and accrued liabilities that once incurred, are paid in a timely manner and in full from current financial resources, are reported as obligations of the funds. However, claims and judgments, that will be paid from governmental funds are reported as a liability in the fund financial statements only to the extent that they are due for payment during the current year. Payments of long-term loans are recognized as an expenditure on the governmental fund financial statements when due.

<u>Net Assets</u> - Net assets represent the difference between assets and liabilities. Net assets invested in capital assets, net of related debt consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowings used for the acquisition, construction, or improvement of those assets. Net assets are reported as restricted when there are limitations imposed on their use either through enabling legislation or through external restrictions imposed by creditors, grantors or laws, or regulations of other governments.

<u>Property Taxes</u> - Property taxes are assessed as of December 31 and the related property taxes become a lien on July 1 of the following year. Taxes are considered delinquent September 14 of the following year.

Notes to Financial Statements Year Ended June 30, 2005

## Note 2 Summary of Significant Accounting Policies (Concluded) Basis of Presentation (Concluded)

C. Assets, Liabilities, and Net Assets or Equity (Concluded)

<u>Interfund Transactions</u> - Exchange transactions between funds are reported as revenues in the seller funds and as expenditures in the purchaser funds. Flows of cash or goods from one fund to another without a requirement for repayment are reported as interfund transfers. Interfund transfers are reported as other financing sources/uses in governmental funds. Repayments from funds responsible for particular expenditures to the funds that initially paid for them are not presented on the financial statements.

<u>Fund Balance Reserves and Designations</u> - In the fund financial statements, governmental funds report reservations of fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Designations of fund balance represent tentative management plans that are subject to change.

- D. <u>Estimates</u> The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the amounts reported on the financial statements and accompanying notes. Actual results may differ from those estimates.
- E. Extraordinary and Special Items Extraordinary items are transactions or events that are both unusual in nature and infrequent in occurrence. Special items are transactions or events that are within the control of the Village and that are either unusual in nature or infrequent in occurrence. Neither type of transaction occurred during fiscal year 2005.
- F. <u>Budgetary Policies</u> The budgetary process is prescribed by provisions of the State of Michigan Budget Act and entails the preparation of budgetary documents within an established timetable. The General Fund and all Special Revenue Funds are legally required to be budgeted and appropriated. The legal level of budgetary control has been established by the Village Council at the function level. Any budgetary modifications may only be made by resolution of the Village Council.

The Village follows these procedures in establishing the budgets for the individual funds as reflected in the financial statements.

- 1. Prior to June 30, the Clerk submits to the Village Council a proposed operating budget for the fiscal year commencing on July 1.
- 2. A public hearing is conducted during June to obtain taxpayer comments.
- 3. Prior to June 30, the budget is legally enacted through passage of a resolution.
- 4. During the year the budget is monitored, and amendments to the budget resolution are made when deemed necessary.

Lapsing of Appropriations - At the close of each year all unspent appropriations revert to the respective funds from which they were appropriated and become subject to future appropriations.

Notes to Financial Statements Year Ended June 30, 2005

#### Note 3 Stewardship, Accountability and Compliance

The Village shall not incur expenditures in excess of the amount appropriated. Annual budgets are adopted on a basis that is consistent with generally accepted accounting principles and State Law for the General and Special Revenue Funds.

In the required supplemental information, the Village's actual expenditures and budgeted expenditures for the budgetary funds have been shown on a functional basis, which is the adopted legal level of control.

During the year ended June 30, 2005, expenditures exceeded final budgeted amounts in the following funds:

		Actual	
	Final Budget	<b>Expenditures</b>	<u>Variance</u>
General Fund	\$152,400	\$170,315	\$(17,915)
Major Street Fund	4,390	5,366	(976)
Local Street Fund	2,696	3,150	(454)

#### Note 4 Property Tax

The Village bills and collects its own property taxes. Tax collections are accounted for in the Tax Collection Agency Fund. The Village tax levy was spread as follows:

	<u>Mills</u>	Levy
General Fund	5.1765	\$ 59,687
Rubbish	1.7687	20,392
Fire Millage Fund	2.0000	23,060
	<u>8.9452</u>	\$ <u>103,139</u>

The Village's 2004 property taxes, levied on July 1, 2004 on assessed valuation as of December 31, 2003, were due and payable by September 14, 2004 per an extension approved by the Village Council. Taxable values, which amounted to \$11,530,651 are based on a percentage of the fair market value of the assessed property. Property tax revenue is recorded when the taxes are levied.

#### Note 5 Long-Term Debt

The Village has a note payable to Monroe Bank & Trust for the purchase of a New Holland Tractor. The note, dated September 4, 2002, is secured by the equipment and is payable at \$545 per month for sixty months. The note has an interest rate of 5.5% and is due September 4, 2007. The following is a summary of changes in long-term debt:

	Balance June 30, 2004	Additions	Reductions	Balance June 30,2005	Due in One Year
Note payable to Monroe Bank & Trust for New					
Holland Tractor.	\$ <u>18,934</u>	\$ <u> </u>	\$ <u>5,162</u>	\$ <u>13,772</u>	\$ <u>5,935</u>

Notes to Financial Statements Year Ended June 30, 2005

#### Note 5 Long-Term Debt (Concluded)

The annual requirements to pay principal and interest on the long-term debt outstanding at June 30, 2005, is as follows:

Year Ending June 30,	Principal	Interest	<u>Total</u>
2006	\$ 5,935	\$610	\$ 6,545
2007	6,270	275	6,545
2008	1,567	_69	1,636
Total	\$ <u>13,772</u>	\$ <u>954</u>	<u>\$14,726</u>

#### Note 6 Interfund Payables and Receivables

Such balances at June 30, 2005, were:

	Interfund <u>Receivable</u>	Interfund Payable
General Fund:		
Major Street Fund	\$ 851	\$ -
Local Street Fund	864	-
1952 Dike Fund	187	-
Fire Millage Fund	-	247
Major Street Fund:		
General Fund	-	851
Local Street Fund:		
General Fund	-	864
1952 Dike Fund:		
General Fund	-	187
Fire Millage Fund:		
General Fund	247	<del>-</del>
	\$ <u>2,149</u>	\$ <u>2,149</u>

### Note 7 Interfund Transfers

Interfund transfers at June 30, 2005, consisted of the following:

	Transfers Out		
	General	Major Street	
	Fund	Fund	<u>Total</u>
Transfers In:			
1952 Dike Fund	\$4,000	\$ -	\$ 4,000
Local Street Fund		9,000	9 <u>,000</u>
	\$ <u>4,000</u>	\$ <u>9,000</u>	\$ <u>13,000</u>

Notes to Financial Statements Year Ended June 30, 2005

#### Note 7 Interfund Transfers (Concluded)

The transfer from the General Fund to the 1952 Dike Fund represents an effort by the Village to accumulate funds for eventual dike repairs and maintenance. The transfer from the Major Street Fund to the Local Street Fund represents approximately 25% of the Major Street Fund's Act 51 monies that are allowed to be transferred to the Local Street Fund.

#### Note 8 Capital Assets

Capital asset activity for the fiscal year ended June 30, 2005, was as follows:

	Balance			Balance
	July 1, 2004	Additi ons	Deletions	June 30, 2005
Assets not being depreciated:				
Land	\$12,000	\$0	\$0	\$12,000
Capital assets being depreciated:				
Roads	114,962	0	0	114,962
Building and building improvments	61,446	0	0	61,446
Machinery and equipment	91,383	31,628	0	123,011
Vehicles	93,500	0	0	93,500
Total capital assets	373,291	31,628	0	404,919
Less accumulated depreciation:				
Roads	(10,059)	(5,748)	0	(15,807)
Building and building improvments	(55,851)	(229)	0	(56,080)
Machinery and equipment	(43,742)	(7,880)	0	(51,622)
Vehicles	(39,677)	(10,437)	0	(50,114)
Total accumulated depreciation	(149,329)	(24,294)	0	(173,623)
Net capital assets	\$223,962	\$7,334	\$0	\$231,296

Depreciation expense was charged to programs of the primary government as follows:

#### Governmental activities:

General government	\$ 29
Public safety	12,349
Public works	<u>11,916</u>
Total governmental activities	\$24.294

Notes to Financial Statements Year Ended June 30, 2005

#### Note 9 Deposits

Statutes authorize the Village to invest in obligations of the U.S. Treasury, agencies and instrumentalities; commercial paper within the three highest rate classifications by at least two rating services; bankers' acceptances of U.S. banks, U.S. or agency repurchase agreements; savings accounts and certificates of deposit with banks and savings and loan associations, or credit unions which are insured with the applicable federal agency. Public funds of the Village may not be deposited in financial institutions located in states other than Michigan.

The Village believes that, due to the dollar amounts of cash deposits and the limits of FDIC insurance, and since State of Michigan legislation does not require that all deposits be collateralized, it is impractical to insure all bank deposits. As a result, the Village evaluates each financial institution with which it deposits Village funds and assesses the level of risk at each institution; only those institutions with an acceptable estimated risk level are used as depositories.

The Council has adopted an investment policy authorizing certain types of investments and authorized one depository: Monroe Bank and Trust.

*Interest rate risk*. The Village's investment policy does not limit investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

*Credit risk.* The Village will minimize credit risk, which is the risk of loss due to the failure of the security issuer or backer, by limiting investments to the types of securities listed in the Village's investment policy.

Concentration of credit risk. The Village does not place any limits on the amount the Village may deposit or invest in any one issuer.

Custodial credit risk. Custodial credit risk for deposits is the risk that in the event of a bank failure, the Village's deposits may not be returned or the Village will not be able to recover the collateral securities in the possession of an outside party. The Village has \$356,162 invested in certificates of deposit, checking accounts, and money markets. The Village's deposits are insured by the FDIC in the amount of \$100,000, with uninsured deposits of \$256,162. The Village's deposits are at institutions with an established record of fiscal health and service. The Village Council approves and designates a list of authorized depository institutions. The Village's investment policy does not address deposit risk.

Foreign currency risk. The Village is not authorized to invest in investments which have this type of risk.

#### Note 10 Risk Management

The Village is exposed to various risks of loss related to property loss, torts, errors, omissions and employee injuries (workman's compensation). The Village has purchased commercial insurance for property loss, torts, errors, omissions and employee injuries.

#### Note 11 Contingent Liability

The Village of Estral Beach is subject to the Michigan Employment Security Act and would be liable for valid unemployment claims on a reimbursement basis. For the year ended June 30, 2005, the Village incurred no expense and no provision has been made for any additional potential liability.

Notes to Financial Statements Year Ended June 30, 2005

#### Note 12 Subsequent Event

On July 9, 2002, the voters approved the issuance of \$400,000 of general obligation capital improvement bonds to pay for dredging improvements. The intent of the Village is to levy a special assessment against the benefitting property owners to pay the debt obligations of the new bond issue. As of June 30, 2005, the project has not commenced and the bonds have not been sold.

#### Note 13 Building Department

The Village tracks building permit fees and their related costs in the General Fund. Fees for the fiscal year ending June 30, 2005, of \$1,046 did not exceed the related costs and administrative overhead.

## General Fund Statement of Revenues, Expenditures, and Changes in Fund Balance Budget and Actual Year Ended June 30, 2005

	Budgeted Amounts			Positive
	Original	Final	Actual	(Negative) Budget
Revenues		1 mai	7 ictuar	Duaget
Taxes:				
Operating	\$59,738	\$77,352	\$59,681	(\$17,671)
Rubbish	20,411	20,622	20,391	(231)
	80,149	97,974	80,072	(17,902)
Licenses and permits	6,000	768	1,046	278
State grants:				
State revenue sharing	40,000	38,503	38,054	(449)
Local grants:				
County fire grant	0	0	31,628	31,628
Charges for services:				
Hall rental	750	1,500	1,465	(35)
Interest income	120	69	527	458
Other revenue:				
Contributions	0	0	1,902	1,902
Franchise fee - cable	0	1,563	1,563	0
Insurance recovery	0	0	1,740	1,740
Miscellaneous	<u> 500</u> 500	5,741 7,304	2,810 8,015	(2,931)
Total Revenues	127,519	146,118	160,807	14,689
Expenditures				
Legislative:				
Village council	450	1,300	1,262	38
General government:				
President			75	
Elections			902	
Audit			7,640	
Attorney			2,550	
Clerk			4,641	
Treasurer			2,233	
Buildings and grounds			11,953	
	27,000	32,000	29,994	2,006

## General Fund Statement of Revenues, Expenditures, and Changes in Fund Balance Budget and Actual Year Ended June 30, 2005

	Budgeted Amounts			Positive (Negative)
	Original	Final	Actual	(Negative) Budget
Expenditures (Concluded)				Budget
Public safety:				
Fire department	\$10,000	\$8,000	\$32,778	(\$24,778)
Building department	6,000	11,000	10,833	167
	16,000	19,000	43,611	(24,611)
Public works:				
Department of public works	25,000	22,000	24,122	(2,122)
Flood control	4,000	7,500	7,562	(62)
Street lighting	9,000	8,900	8,913	(13)
Rubbish collection	21,000	23,000	21,027	1,973
	59,000	61,400	61,624	(224)
Recreation and culture	20,000	0	100	(100)
Other:				
Insurance and bonds	27,000	31,000	31,592	(592)
Miscellaneous	6,000	7,700	2,132	5,568
	33,000	38,700	33,724	4,976
Total Expenditures	155,450	152,400	170,315	(17,915)
Excess (Deficiency) of Revenues				
Over Expenditures	(27,931)	(6,282)	(9,508)	(3,226)
Other Financing Sources (Uses)				
Operating transfers out	(4,000)	(4,000)	(4,000)	0
Total Other Financing				
Sources (Uses)	(4,000)	(4,000)	(4,000)	0
Net Change in Fund Balance	(31,931)	(10,282)	(13,508)	(3,226)
Fund Balance - Beginning of year	46,170	46,170	39,677	(6,493)
Fund Balance - End of year	\$14,239	\$35,888	\$26,169	(\$9,719)

## Major Street Fund Statement of Revenues, Expenditures, and Changes in Fund Balance Budget and Actual Year Ended June 30, 2005

	Budgeted A	mounts		Variance with Final Budget Positive
	Original	Final	Actual	(Negative)
Revenues				
State grants	\$38,000	\$38,074	\$38,375	\$301
Interest income	300	112	1,593	1,481
Total Revenues	38,300	38,186	39,968	1,782
Expenditures				
Public works:				
Construction	135,000	0	0	0
Routine maintenance	2,000	1,111	2,077	(966)
Traffic services	600	442	442	0
Winter maintenance	1,500	2,325	2,325	0
Administration and engineering	520	512	522	(10)
Total Expenditures	139,620	4,390	5,366	(976)
Excess (Deficiency) of Revenues				
Over Expenditures	(101,320)	33,796	34,602	806
Other Financing Sources (Uses)				
Operating transfers out	0	(9,000)	(9,000)	0
Net Change in Fund Balance	(101,320)	24,796	25,602	806
Fund Balance - Beginning of year	167,288	167,288	167,012	(276)
Fund Balance - End of year	\$65,968	\$192,084	\$192,614	\$530

## Local Street Fund Statement of Revenues, Expenditures, and Changes in Fund Balance Budget and Actual Year Ended June 30, 2005

	Budgeted A	Amounts		Variance with Final Budget Positive
	Original	Final	Actual	(Negative)
Revenues				
State grants	\$13,200	\$13,226	\$13,226	\$0
Interest income	200	28	611	583
Total Revenues	13,400	13,254	13,837	583
Expenditures				
Public works:				
Construction	25,000	0	0	0
Routine maintenance	2,000	1,200	1,864	(664)
Traffic services	400	0	0	0
Winter maintenance	500	1,065	850	215
Administration and engineering	450	431	436	(5)
Total Expenditures	28,350	2,696	3,150	(454)
Excess (Deficiency) of Revenues				
Over Expenditures	(14,950)	10,558	10,687	129
Other Financing Sources (Uses)				
Operating transfers in	0	9,000	9,000	0
Net Change in Fund Balance	(14,950)	19,558	19,687	129
Fund Balance - Beginning of year	76,553	76,553	75,778	(775)
Fund Balance - End of year	\$61,603	\$96,111	\$95,465	(\$646)

## 1952 Dike Fund Statement of Revenues, Expenditures, and Changes in Fund Balance Budget and Actual Year Ended June 30, 2005

	Budgeted A	mounts		Variance with Final Budget	
	Original	Final	Actual	Positive (Negative)	
Revenues					
Interest income	\$100	\$100	\$64	(\$36)	
Total Revenues	100	100	64	(36)	
Expenditures					
Public safety:					
Maintenance expense	2,400	2,400	355	2,045	
Excess (Deficiency) of Revenues					
Over Expenditures	(2,300)	(2,300)	(291)	2,009	
Other Financing Sources (Uses)					
Operating transfers in	4,000	4,000	4,000	0	
Net Change in Fund Balance	1,700	1,700	3,709	2,009	
Fund Balance - Beginning of year	19,887	19,887	20,159	272	
Fund Balance - End of year	\$21,587	\$21,587	\$23,868	\$2,281	

## Fire Millage Fund Statement of Revenues, Expenditures, and Changes in Fund Balance Budget and Actual Year Ended June 30, 2005

	Budgeted Ar	mounts		Variance with Final Budget
	Original	Final	Actual	Positive (Negative)
Revenues				
Property taxes	\$23,081	\$23,081	\$23,058	(\$23)
State grant	0	2,620	2,620	0
Interest income	250	55	187	132
Total Revenues	23,331	25,756	25,865	109
Expenditures				
Public safety:				
Fire protection	15,000	18,300	17,685	615
Total Expenditures	15,000	18,300	17,685	615
<b>Net Change in Fund Balance</b>	8,331	7,456	8,180	724
Fund Balance - Beginning of year	12,771	9,102	9,102	0
Fund Balance - End of year	\$21,102	\$16,558	\$17,282	\$724

## Tax Collection Agency Fund Statement of Changes in Assets and Liabilities June 30, 2005

	Balance July 1, 2004	Additions	Deductions	Balance June 30, 2005
<b>Assets</b> Cash	<u>\$26</u>	\$95,591	\$86,710	\$8,907
Liabilities Due to other governmental units	<u>\$26</u>	\$95,591	\$86,710	\$8,907



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Village Council Village of Estral Beach Monroe County, Michigan

Report of Comments and Recommendations

Our audit of the financial statements of the Village of Estral Beach for the fiscal year ended June 30, 2005, was made in accordance with auditing standards generally accepted in the United States of America. These standards require, in addition to obtaining competent evidential matter through inspection, observation, inquiry and confirmation, that we determine that existing internal controls, accounting procedures and accounting records are adequate to allow us to express an opinion on the financial statements of the Village. During the course of our audit, we encountered matters which we set forth herein for your review. Our comments have been discussed with appropriate personnel. These comments are based primarily upon procedures employed during our audit and therefore, do not encompass all matters that might result from special studies directed toward such matters.

#### Non-motorized Transportation Expenditures

As of June 30, 2005, the Village was required to have spent \$5,160 of its Act 51 Highway revenue on non-motorized improvements. The Village has only spent \$2,995. The Village has submitted a preliminary plan to the Michigan Department of Transportation to meet this expenditure limit but, as of June 30, 2005, has not expended any monies on the plan. The Village needs to proceed with this plan or develop another plan to meet the spending limit or the State of Michigan may begin to withhold future Act 51 monies.

#### Due to Other Funds

The following checks should be written to resolve the outstanding interfund receivables and payables:

Local Street Fund check to General Fund	\$864.83
Major Street Fund check to General Fund	850.66
1952 Dike Fund Check to General Fund	187.27
General Fund to Fire Millage Fund	246.50

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#### **Invoices**

In a couple of instances, we noted that the Village paid a vendor from a monthly statement instead of the original invoice. Vendors should only be paid from original invoices to assure that we are paying for the correct product or service.

We would be happy to meet with Village officials or the Village Council at any time in order to answer any questions concerning matters mentioned in this letter or concerning the audit report. It has been a pleasure to be of service to you and we appreciate the cooperation which we received during the audit.

Cooley Held Wollgunth & Carter

Very truly yours,

November 4, 2005